

Dear Local Historic Preservation Organizer:

Enclosed please find the information you requested about the Certified Local Government (CLG) program. As you may be aware, the CLG program provides matching grants for local historic preservation projects (see enclosed CLG fact sheet).

Receiving regular grants from our office is the primary benefit of the CLG program. As a CLG you also become a partner in the statewide preservation network. Our office focuses its resources (grants, staff assistance, etc.) on CLGs, and we keep you apprised of preservation issues through regular mailings. There is no "down side" to becoming a CLG. A local government can choose to become decertified at any point, so it is not locking itself into anything.

In order to become certified, a local government must pass an historic preservation ordinance (see the enclosed model ordinance) and appoint an historic preservation commission. In selecting the commission, an attempt should be made to fill at least two of the positions with "professionals," that is someone who has a college degree or professional training as a historian, architect, architectural historian, or archaeologist. If there are not professionals in your community who are able to serve on the commission, then this requirement can be waived.

Once the ordinance has been passed and the commission members appointed, send us the following items:

- a copy of the approved ordinance (signed and dated)
- resumes for each preservation commission member (blank form enclosed)
- the certification agreement signed by your "chief elected official" (copy enclosed)

Please contact me a call (801-245-7251 or bmurphy@utah.gov) if you have further questions.

Sincerely,

Barbara L. Murphy
Deputy State Historic Preservation Officer

Enclosures

LOCAL GOVERNMENT CERTIFICATION AGREEMENT

Pursuant to the provisions of the National Historic Preservation Act, as amended, to applicable federal regulations (36 CFR 61), and to the Utah Local Government Certification Procedures,

_____ agrees to:

1. Enforce appropriate state and local legislation for the designation and protection of historic properties (see State Procedures Section II-A).
2. Maintain an adequate and qualified historic preservation review commission composed of professional and lay members (see State Procedures Section II-B).
3. Maintain a system for the survey and inventory of historic properties (see State Procedures Section II-C).
4. Provide for adequate public participation in the historic preservation program, including the process of recommending properties to the National Register of Historic Places properties (see State Procedures Section II-D).
5. Adhere to all Federal requirements for the Certified Local Government Program.
6. Adhere to requirements outlined in the Utah Local Government Certification Procedures issued by the State Historic Preservation Office.

Upon its designation as a Certified Local Government,
_____ shall be eligible for all rights and privileges of a Certified Local Government (CLG) specified in the Act, Federal procedures, and procedures of Utah. These rights include eligibility to apply for available CLG grant funds in competition only with other certified local governments.

STATE:**LOCAL GOVERNMENT:**

State Historic Preservation Officer

Chief Elected Official's Signature

Brad Westwood, SHPO

Typed Name and Title

Date

Date

CERTIFIED LOCAL GOVERNMENT PROGRAM
HISTORIC PRESERVATION COMMISSION MEMBER FORM
for the

_____ *Historic Preservation Commission*

Name: _____ Date: _____

Address: _____

Telephone Number: _____ Email Address: _____

Date of appointment to Commission. _____

Length of term; e.g., 2 years, 4 years, etc. _____

Education: Colleges/universities attended with degrees, areas of study and dates completed.

Occupation: _____

Positions and/or work experience.

Local history/historic preservation activities (publications, committee work, etc.)

Community and other activities:

Certified Local Government (CLG) Program Matching Grants for Local Historic Preservation Projects

What is the Purpose of CLG Grants?

The grants are to assist local governments in documenting and promoting the preservation of historic and archaeological sites. Examples of eligible projects include conducting architectural and archaeological surveys, nominating properties to the National Register of Historic Places, printing walking tour booklets, preparing feasibility studies and working drawings for property improvements, and rehabilitation of National Register properties.

Who May Apply for the Grants?

Cities and counties which have been “certified” by the Utah State Historic Preservation Office (SHPO) and the National Park Service are eligible to apply for grants. Certification includes passing an approved historic preservation ordinance and appointing a historic preservation commission. The SHPO assists local governments in meeting certification requirements. There are currently over 75 Certified Local Governments in Utah.

What is the Local Government's Responsibility?

Local governments are required to match the grant amount on a 50/50 basis with local funds, donations, and services. They are also required to maintain adequate financial and administrative records. This is usually done by volunteer members of the local historic preservation commission, though some local governments assign a paid employee to assist with the grant management.

When are Grants Awarded and How Much Can a Community Expect to Receive?

Grant applications are sent out in January and must be completed and returned by mid-February. The 16-month grant period runs from April through July of the following year. CLGs may have only one grant at a time, so they are limited to applying only every other year. Most grants are in the \$3,000 to \$6,000 range; the local government's ability to match the grant is usually a limiting factor. If the proposed activities are eligible, it is almost certain they will receive funding.

For more information about this program please contact:

Barbara L. Murphy
Utah State Historic Preservation Office
300 Rio Grande
Salt Lake City, Utah 84101
801-245-7251 bmurphy@utah.gov